LJSD Board of Trustees
Facilities Report - November 18, 2026

Updates:

- Ginno Construction is working on punch list items at LHS, JBE, and LMS.
    - JBE windows are in the process of being switched out as they come in

Work Orders:

- Attached are the work order reports for Nov 2026. 158 work orders completed

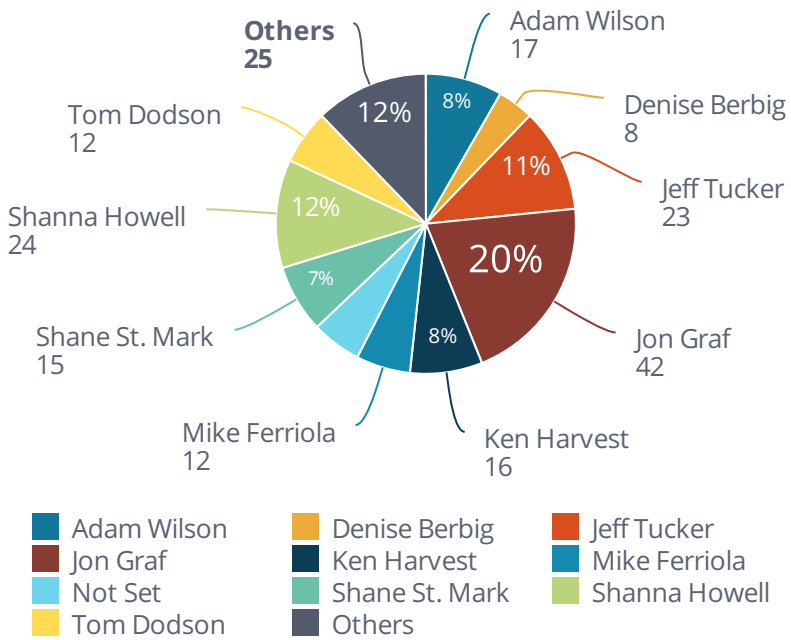
A sampling of projects in progress:

- THS - Field house project - still on schedule.

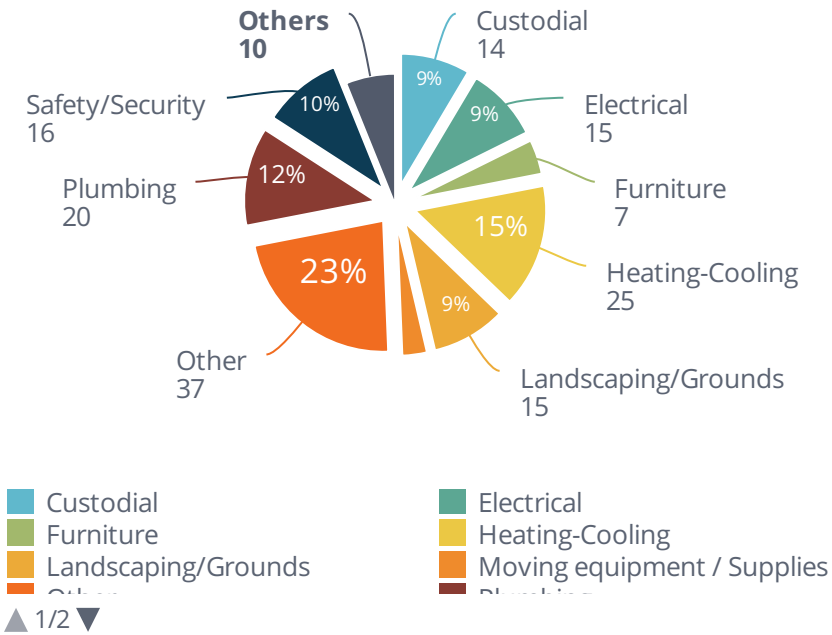
Upcoming Projects:

- Preparing for the next phase of modernization projects.
- Sprinklers blown out district wide
    - Prepping for winter operations

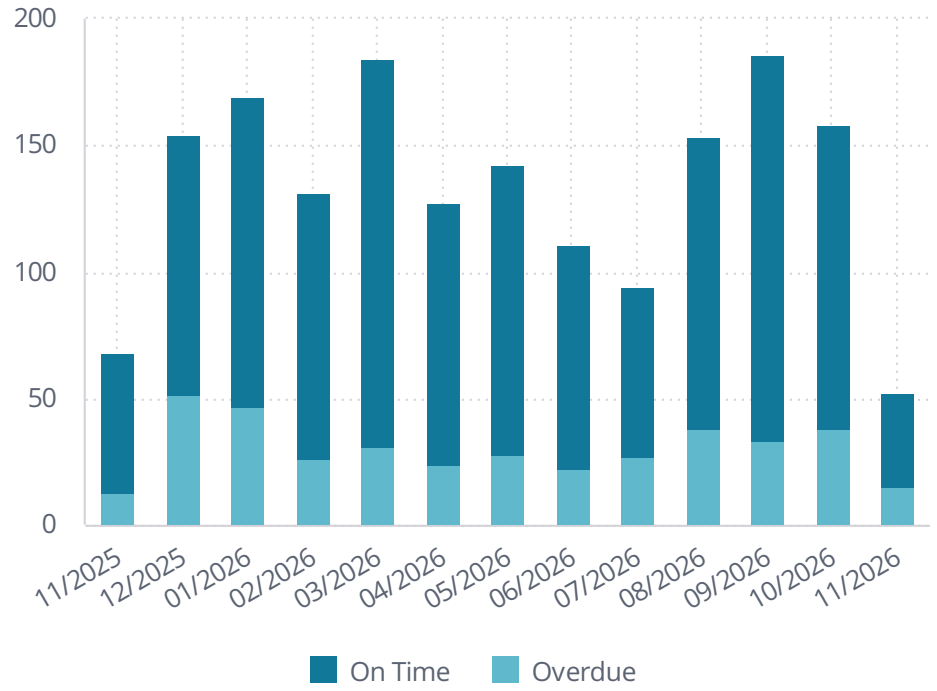
PM and Work Requests Assigned By User



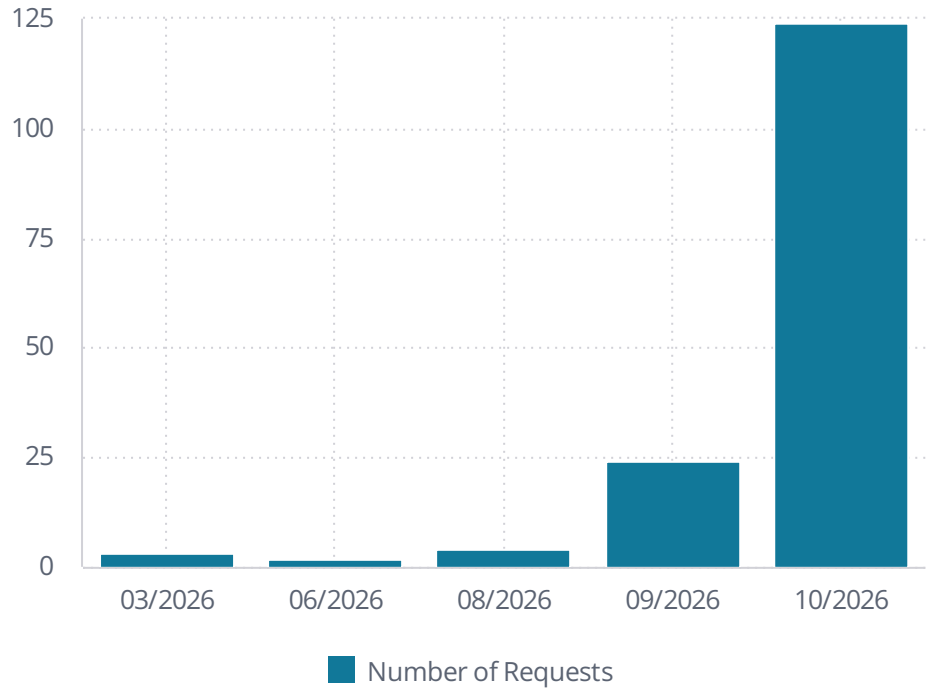
PM and Work Requests By Type



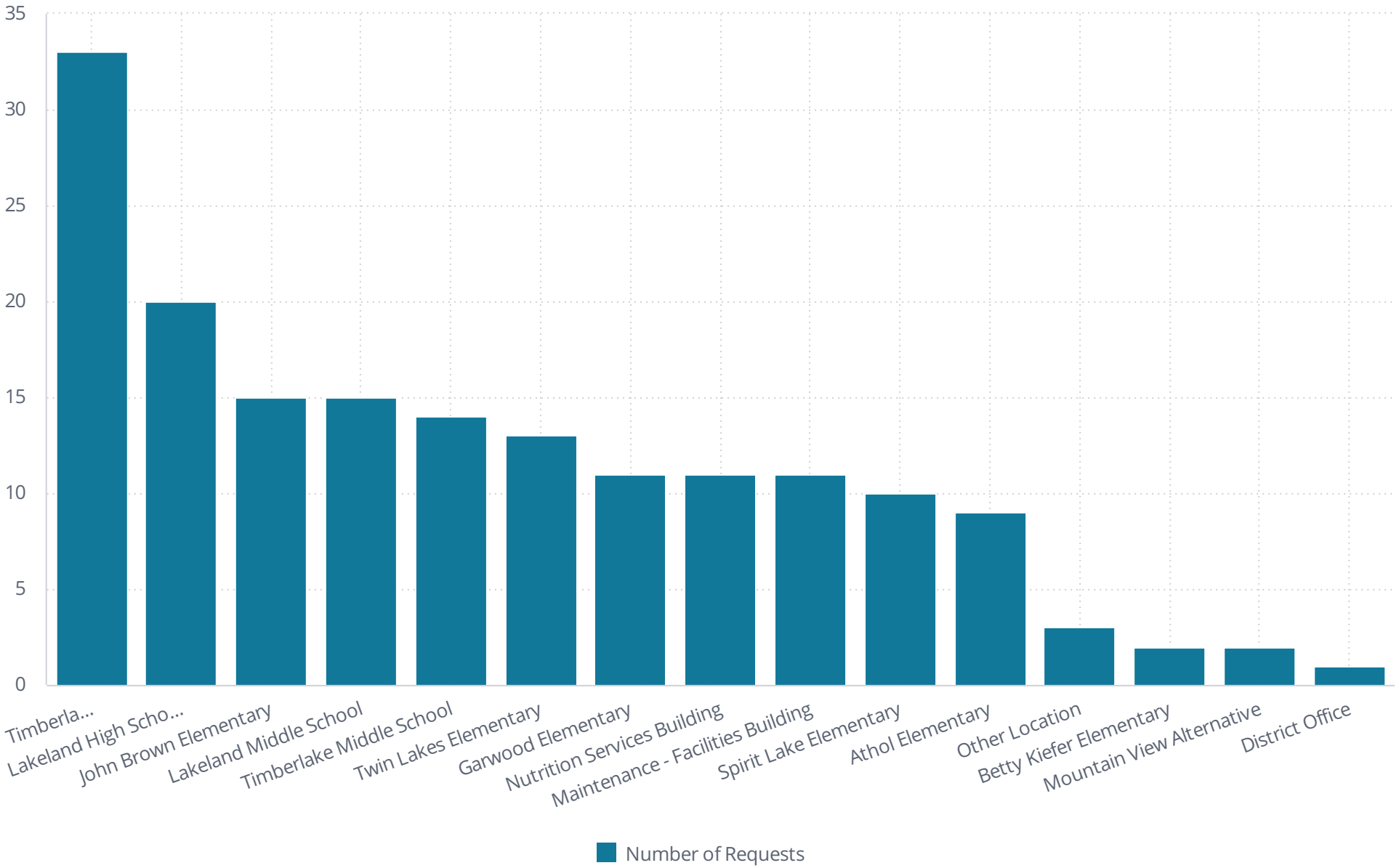
Trend of Requests Completed Per Month



Trend of Work Requests Created Per Month



Requests by Building



Request	Building	Completed	Assigned User
8744881 - transition and tile in gym storage and door to tile hall	Athol Elementary	10/22/2026	Jeff Tucker
9944487 - ceiling tiles	Athol Elementary	10/23/2026	Not Set
9968497 - light out	Athol Elementary	10/28/2026	Jon Graf
9852406 - the pipe in the ceiling inprimary hall is leaking	Athol Elementary	10/1/2026	Jon Graf
9930686 - broken toilet seat.	Athol Elementary	10/19/2026	Shanna Howell
9834864 - the heating unit in gym isnot comin on to heat.	Athol Elementary	10/15/2026	Jon Graf
9941530 - Cover roof vents for the winter	Athol Elementary	10/29/2026	Adam Wilson
9941530 - Cover roof vents for the winter	Athol Elementary	10/29/2026	Mike Ferriola
9941530 - Cover roof vents for the winter	Athol Elementary	10/29/2026	Tom Dodson
9968710 - door not always latching.	Athol Elementary	10/28/2026	Jon Graf
9924746 - push button door lock	Athol Elementary	10/20/2026	Jon Graf
9904417 - Outside cafeteria light	Betty Kiefer Elementary	10/20/2026	Jon Graf
9893690 - Gym heat	Betty Kiefer Elementary	10/9/2026	Jon Graf
9915627 - Move desk to BKE	District Office	10/15/2026	Shanna Howell
9915627 - Move desk to BKE	District Office	10/15/2026	Adam Wilson
9839013 - Gate Keys	Garwood Elementary	10/7/2026	Jon Graf
9935551 - Water fountain needs fixed	Garwood Elementary	10/20/2026	Adam Wilson
9840162 - Heat to be fixed	Garwood Elementary	10/6/2026	Shane St. Mark
9840162 - Heat to be fixed	Garwood Elementary	10/6/2026	Jon Graf
9946773 - See Attached Memo	Garwood Elementary	10/23/2026	Not Set
9489239 - windows / latches	Garwood Elementary	10/7/2026	Jon Graf
9956210 - installing signs	Garwood Elementary	10/26/2026	Jeff Tucker
9956210 - installing signs	Garwood Elementary	10/26/2026	Shanna Howell
9956142 - door handles	Garwood Elementary	10/28/2026	Jon Graf
9901580 - flood light	Garwood Elementary	10/29/2026	Ken Harvest
9981458 - baseboard heater not working	Garwood Elementary	10/30/2026	Jon Graf
9342543 - hot water heater leak	Garwood Elementary	10/28/2026	Shane St. Mark
9874255 - Bark	Garwood Elementary	10/7/2026	Adam Wilson
9961412 - JBE - the milk cooler is freezing milk again. Can we have a quick look to see if it is a thermostat issue before we call Lake City H/C	John Brown Elementary	10/26/2026	Jon Graf
9983565 - D.DeMoss	John Brown Elementary	10/30/2026	Jon Graf
9936925 - Sink filling with water	John Brown Elementary	10/21/2026	Adam Wilson
9832056 - Heater not working	John Brown Elementary	10/28/2026	Shane St. Mark
9448196 - JBE FMX platform HVAC new equipment data entry scheduled	John Brown Elementary	10/12/2026	David Hill
9885560 - D.DeMoss	John Brown Elementary	10/9/2026	Adam Wilson
9944480 - D,DeMoss	John Brown Elementary	10/26/2026	Shanna Howell
9944480 - D,DeMoss	John Brown Elementary	10/26/2026	Jeff Tucker

9912313 - D.DeMoss	John Brown Elementary	10/14/2026	Adam Wilson
9903188 - Room 5 Door	John Brown Elementary	10/13/2026	Jon Graf
9975174 - D.DeMoss	John Brown Elementary	10/28/2026	Not Set
9895056 - D.DeMoss	John Brown Elementary	10/12/2026	Jeff Tucker
9895056 - D.DeMoss	John Brown Elementary	10/12/2026	Shanna Howell
9914746 - JBE - Please deliver a heater box from foodservice storage at warehouse to JBE	John Brown Elementary	10/15/2026	Jeff Tucker
9914746 - JBE - Please deliver a heater box from foodservice storage at warehouse to JBE	John Brown Elementary	10/15/2026	Shanna Howell
9967571 - Door stops	John Brown Elementary	10/29/2026	Jeff Tucker
9967571 - Door stops	John Brown Elementary	10/29/2026	Christopher Jones
9913523 - D.DeMoss	John Brown Elementary	10/30/2026	Ken Harvest
9856289 - Furniture Storage / Disposal	John Brown Elementary	10/6/2026	Jeff Tucker
9856289 - Furniture Storage / Disposal	John Brown Elementary	10/6/2026	Shanna Howell
9856289 - Furniture Storage / Disposal	John Brown Elementary	10/6/2026	Adam Wilson
9452799 - Add double sided door lock	Lakeland High School	10/5/2026	Jon Graf
9925992 - disposal of items	Lakeland High School	10/16/2026	Shanna Howell
9847833 - Vacuum cleaner	Lakeland High School	10/5/2026	Ken Harvest
9945161 - Water Test	Lakeland High School	10/21/2026	Adam Wilson
9952052 - mow LHS	Lakeland High School	10/22/2026	Jeff Tucker
9952052 - mow LHS	Lakeland High School	10/22/2026	Shanna Howell
9957382 - Snow Blower will not start	Lakeland High School	10/30/2026	Tom Dodson
9957382 - Snow Blower will not start	Lakeland High School	10/30/2026	Mike Ferriola
9440301 - Tables and Chairs for Golf Banquet	Lakeland High School	10/6/2026	Ethan Sykes
9915628 - keys and locks	Lakeland High School	10/15/2026	Jon Graf
9936649 - Air Vent in Science Lab not pulling air	Lakeland High School	10/22/2026	Shane St. Mark
9936649 - Air Vent in Science Lab not pulling air	Lakeland High School	10/22/2026	Jon Graf
9943877 - Speakers not working in the gyms	Lakeland High School	10/21/2026	Not Set
9875346 - Flag hung in Main Gym	Lakeland High School	10/19/2026	Ken Harvest
9843634 - Dryer Not working	Lakeland High School	10/5/2026	Ken Harvest
9968474 - water leaking	Lakeland High School	10/28/2026	Adam Wilson
9933412 - Locker room stall doors and walls	Lakeland High School	10/21/2026	Tom Dodson
9933412 - Locker room stall doors and walls	Lakeland High School	10/21/2026	Mike Ferriola
9871664 - Foyer boys urinal	Lakeland High School	10/6/2026	Ken Harvest
9839926 - start up new boilers	Lakeland High School	10/5/2026	Ken Harvest
9977674 - Remove Three Buckets	Lakeland High School	10/29/2026	Shanna Howell

478810 - LHS BI-MONTHLY FILTER (2026-10-12)	Lakeland High School	10/12/2026	Not Set
478810 - LHS BI-MONTHLY FILTER (2026-10-26)	Lakeland High School	10/27/2026	Not Set
474776 - LHS 4 MONTH FILTER (2026-10-04)	Lakeland High School	10/12/2026	David Hill
9984888 - outlet	Lakeland Middle School	10/30/2026	Jon Graf
9917672 - Drain leak	Lakeland Middle School	10/19/2026	Shanna Howell
8755462 - shut off/ drain	Lakeland Middle School	10/23/2026	Chris Bilski
8755462 - shut off/ drain	Lakeland Middle School	10/23/2026	Crystal Reitz
9983165 - Water is spraying from the fixture on the acorn sink	Lakeland Middle School	10/29/2026	Mike Ferriola
9983165 - Water is spraying from the fixture on the acorn sink	Lakeland Middle School	10/29/2026	Tom Dodson
9448202 - LJH FMX platform HVAC new equipment data entry scheduled.	Lakeland Middle School	10/12/2026	David Hill
9970185 - Put plow marking rods at LMS and TLE	Lakeland Middle School	10/27/2026	Mike Ferriola
9970185 - Put plow marking rods at LMS and TLE	Lakeland Middle School	10/27/2026	Tom Dodson
9853582 - weld	Lakeland Middle School	10/5/2026	Jeff Tucker
9899846 - fire alarm making alarm trouble sound/tone	Lakeland Middle School	10/12/2026	Ken Harvest
9841302 - Milk Cooler at ala carte station LMS is freezing product inside. May we inspect the unit to see if a control board needs to be replaced or thermostat adjustment	Lakeland Middle School	10/7/2026	Ken Harvest
9920086 - door lock jammed	Lakeland Middle School	10/15/2026	Jon Graf
9924583 - Emergency light	Lakeland Middle School	10/29/2026	Ken Harvest
9908737 - Hot outlet	Lakeland Middle School	10/16/2026	Crystal Reitz
9864465 - light out	Lakeland Middle School	10/14/2026	Jon Graf
9960291 - Restroom heaters	Lakeland Middle School	10/28/2026	Shane St. Mark
9960291 - Restroom heaters	Lakeland Middle School	10/28/2026	Jon Graf
9901966 - Cold cafeteria	Lakeland Middle School	10/13/2026	Jon Graf
8782312 - Shop floor	Maintenance - Facilities	10/16/2026	Chris Bilski
8782312 - Shop floor	Maintenance - Facilities	10/16/2026	Shanna Howell
9921075 - Maintenance Department Bathroom Cleaning Scheduled	Maintenance - Facilities	10/15/2026	David Hill
9941784 - Rearrange, Purge Upstairs Surplus Inventory	Maintenance - Facilities	10/22/2026	David Hill
9951032 - Supply order	Maintenance - Facilities	10/23/2026	Jeff Tucker
9951032 - Supply order	Maintenance - Facilities	10/23/2026	Shanna Howell
9835995 - Mow Log	Maintenance - Facilities	10/5/2026	Jeff Tucker

9835995 - Mow Log	Maintenance - Facilities	10/5/2026	Shanna Howell
9869036 - Mow Log	Maintenance - Facilities	10/9/2026	Shanna Howell
9869036 - Mow Log	Maintenance - Facilities	10/9/2026	Jeff Tucker
9970166 - Return air compressor to Machinery Northwest	Maintenance - Facilities	10/27/2026	Tom Dodson
9970166 - Return air compressor to Machinery Northwest	Maintenance - Facilities	10/27/2026	Mike Ferriola
9902684 - Mow Log	Maintenance - Facilities	10/16/2026	Jeff Tucker
9902684 - Mow Log	Maintenance - Facilities	10/16/2026	Shanna Howell
9933488 - Jump Food SVC Truck	Maintenance - Facilities	10/19/2026	Adam Wilson
9983321 - Check engine light is on	Maintenance - Facilities	10/29/2026	Tom Dodson
9983321 - Check engine light is on	Maintenance - Facilities	10/29/2026	Mike Ferriola
9983276 - Drop off tilt bed trailer to Les Schwab	Maintenance - Facilities	10/29/2026	Tom Dodson
9983276 - Drop off tilt bed trailer to Les Schwab	Maintenance - Facilities	10/29/2026	Mike Ferriola
9912388 - Randy called no power in counselor office / teachers lounge	Mountain View Alternati	10/19/2026	Ken Harvest
9975402 - front door isn't shutting and latching all the way	Mountain View Alternati	10/28/2026	Jon Graf
9866525 - Large milk cooler at JBE is freezing the contents. Can we check it out to see if it is a simple fix or if I need to outsource the fix.	Nutrition Services Build	10/7/2026	Ken Harvest
9933679 - Cold cart used to transport cold food to Garwood went over in the truck. It is fairly banged up. Can we have it looked at to see if any repairs can be made to it.	Nutrition Services Build	10/20/2026	Jeff Tucker
9933683 - Gas burner of range at the central kitchen, pilot light continues to go out and the smell of gas becomes present	Nutrition Services Build	10/20/2026	Shane St. Mark
9933683 - Gas burner of range at the central kitchen, pilot light continues to go out and the smell of gas becomes present	Nutrition Services Build	10/20/2026	Jon Graf
9927436 - Central kitchen - on/off valve handle broke off spray station at dish pit area	Nutrition Services Build	10/19/2026	Not Set
9921487 - New discovery - Floor drain under the automatic dishwasher may be restricted. Noticed sudsy water coming back up from floor drain and spreading on the kitchen floor.	Nutrition Services Build	10/16/2026	Not Set
9961215 - Key request	Nutrition Services Build	10/26/2026	Jon Graf
9961245 - Peep Hole installation	Nutrition Services Build	10/28/2026	Christopher Jones

9961245 - Peep Hole installation	Nutrition Services Build	10/28/2026	Jeff Tucker
9931537 - Requesting another KB2 key for head cook position	Nutrition Services Build	10/20/2026	Jon Graf
9966260 - Central Kitchen - LMS and LHS cold food transport carts - difficulties with latches - maybe the doors can be adjusted for more ease with latching	Nutrition Services Build	10/28/2026	Jeff Tucker
9966260 - Central Kitchen - LMS and LHS cold food transport carts - difficulties with latches - maybe the doors can be adjusted for more ease with latching	Nutrition Services Build	10/28/2026	Christopher Jones
9945886 - Supply check for building	Nutrition Services Build	10/28/2026	John Miller
9866179 - Appears that heating unit may be down again. The switch responds but the system does not turn on.	Nutrition Services Build	10/6/2026	Shane St. Mark
9866179 - Appears that heating unit may be down again. The switch responds but the system does not turn on.	Nutrition Services Build	10/6/2026	Jon Graf
9939576 - Perform a preseason check of all snow blowers	Other Location	10/23/2026	Mike Ferriola
9939576 - Perform a preseason check of all snow blowers	Other Location	10/23/2026	Tom Dodson
9908757 - Pick up a used ATV for Spirit Lake Elementary	Other Location	10/14/2026	Tom Dodson
9908757 - Pick up a used ATV for Spirit Lake Elementary	Other Location	10/14/2026	Mike Ferriola
9963501 - Disposal	Other Location	10/29/2026	Shanna Howell
9904998 - Outside door in room 12 hard to turn key and not always latching.	Spirit Lake Elementary	10/13/2026	Matt Carns
9937312 - Red light and pickup brush not turning.	Spirit Lake Elementary	10/20/2026	Matt Carns
9880489 - Flush handle sometimes sticks in the down position.	Spirit Lake Elementary	10/8/2026	Matt Carns
9487581 - Faucet in room 12 is dripping and really hard to turn on and off.	Spirit Lake Elementary	10/2/2026	Matt Carns
9853825 - 6 student desks needed	Spirit Lake Elementary	10/1/2026	Adam Wilson
8136950 - Basketball hoop is damaged and needs to be replaced.	Spirit Lake Elementary	10/2/2026	Matt Carns
9349047 - Tennant carpet extractor repair.	Spirit Lake Elementary	10/1/2026	Adam Wilson
9939007 - Badge access on entrance door by the lunch room is not releasing the latch.	Spirit Lake Elementary	10/20/2026	Matt Carns
9901942 - Tennant vacuum has no suction.	Spirit Lake Elementary	10/12/2026	Not Set

9873547 - Toilet leaking from base.	Spirit Lake Elementary	10/12/2026	Adam Wilson
9867694 - Kiln	Timberlake High School	10/15/2026	Jon Graf
9867694 - Kiln	Timberlake High School	10/15/2026	Shane St. Mark
9933491 - picture	Timberlake High School	10/20/2026	Denise Berbig
9360997 - huge hole	Timberlake High School	10/7/2026	Denise Berbig
9874236 - trailer	Timberlake High School	10/12/2026	Adam Wilson
9939057 - stairs	Timberlake High School	10/26/2026	Denise Berbig
9943292 - Wrap	Timberlake High School	10/26/2026	Jeff Tucker
9943292 - Wrap	Timberlake High School	10/26/2026	Shanna Howell
9983839 - Hammer drill	Timberlake High School	10/30/2026	Shanna Howell
9925524 - eye wash station	Timberlake High School	10/16/2026	Denise Berbig
9925422 - hang blind	Timberlake High School	10/16/2026	Denise Berbig
9838938 - vacuum	Timberlake High School	10/13/2026	Denise Berbig
9842830 - toliet	Timberlake High School	10/1/2026	Denise Berbig
9875441 - leaking toliet	Timberlake High School	10/7/2026	Denise Berbig
9908946 - Toilet	Timberlake High School	10/13/2026	Not Set
9013674 - chemical pumps installation	Timberlake High School	10/7/2026	Ken Harvest
9915597 - heat	Timberlake High School	10/14/2026	Jon Graf
9921199 - Deliver four milk house heaters to the outdoor concession/restrooms	Timberlake High School	10/15/2026	Tom Dodson
9921199 - Deliver four milk house heaters to the outdoor concession/restrooms	Timberlake High School	10/15/2026	Mike Ferriola
9957415 - No heat	Timberlake High School	10/23/2026	Jon Graf
9872989 - rm 201	Timberlake High School	10/6/2026	Jon Graf
9853541 - leak	Timberlake High School	10/2/2026	Jon Graf
9907875 - TLJH HVAC Walk Through Inspection Scheduled	Timberlake High School	10/13/2026	David Hill
9874039 - weed killer	Timberlake High School	10/7/2026	Jeff Tucker
9874039 - weed killer	Timberlake High School	10/7/2026	Shanna Howell
9970257 - Look at soccer goals for possible breaks	Timberlake High School	10/27/2026	Mike Ferriola
9970257 - Look at soccer goals for possible breaks	Timberlake High School	10/27/2026	Tom Dodson
9928166 - Tables	Timberlake High School	10/22/2026	Jeff Tucker
9928166 - Tables	Timberlake High School	10/22/2026	Shanna Howell
9920848 - Door handle	Timberlake High School	10/19/2026	Jon Graf
9921130 - Lock	Timberlake High School	10/19/2026	Jon Graf
9955306 - locks	Timberlake High School	10/23/2026	Jon Graf
9962266 - volleyball	Timberlake High School	10/26/2026	Not Set
9885101 - 4x4 post	Timberlake High School	10/20/2026	Denise Berbig
9921116 - Remove nine four by four posts that are rotted and install new posts	Timberlake High School	10/16/2026	Tom Dodson
9921116 - Remove nine four by four posts that are rotted and install new posts	Timberlake High School	10/16/2026	Mike Ferriola

9970416 - Edge runways for track repair company.	Timberlake High School	10/28/2026	Christopher Jones
9970416 - Edge runways for track repair company.	Timberlake High School	10/28/2026	Jeff Tucker
478988 - TLHS 4 MONTH FILTER (2026-11-01)	Timberlake High School	10/20/2026	Not Set
478958 - TLHS 1 MONTH FILTER (2026-10-01)	Timberlake High School	10/12/2026	Not Set
478968 - TLHS 2 MONTH FILTER (2026-11-01)	Timberlake High School	10/20/2026	Not Set
9919570 - Master Key	Timberlake Middle Scho	10/15/2026	Not Set
9905035 - Washer not draining	Timberlake Middle Scho	10/15/2026	Ken Harvest
9907884 - TLJH HVAC Walk Through Inspection Scheduled	Timberlake Middle Scho	10/13/2026	David Hill
9832420 - No heat in parts of building	Timberlake Middle Scho	10/28/2026	Shane St. Mark
9919522 - Building Master	Timberlake Middle Scho	10/15/2026	Jon Graf
9900090 - Move Wrestling Mat	Timberlake Middle Scho	10/16/2026	Shanna Howell
9900090 - Move Wrestling Mat	Timberlake Middle Scho	10/16/2026	Jeff Tucker
9881644 - Tools for TMS	Timberlake Middle Scho	10/7/2026	Adam Wilson
9486880 - Light switch for 300 Hall	Timberlake Middle Scho	10/29/2026	Ken Harvest
9845702 - Continuous Flushing	Timberlake Middle Scho	10/1/2026	Not Set
9866304 - Kitchen sink & water closet	Timberlake Middle Scho	10/6/2026	Adam Wilson
9982738 - Heat adjustment	Timberlake Middle Scho	10/30/2026	Jon Graf
9982738 - Heat adjustment	Timberlake Middle Scho	10/30/2026	Shane St. Mark
9479133 - Heat won't turn off in locker rooms	Timberlake Middle Scho	10/28/2026	Shane St. Mark
9972497 - Fence on south side	Timberlake Middle Scho	10/29/2026	Jeff Tucker
9972497 - Fence on south side	Timberlake Middle Scho	10/29/2026	Christopher Jones
9843351 - Kitchen door needs new weather stripping	Timberlake Middle Scho	10/2/2026	Dimitri Moede
9961762 - Putting together benches	Twin Lakes Elementary	10/27/2026	Jeff Tucker
9961762 - Putting together benches	Twin Lakes Elementary	10/27/2026	Shanna Howell
9961762 - Putting together benches	Twin Lakes Elementary	10/27/2026	Christopher Jones
9943770 - Washing Machine Off Balance?	Twin Lakes Elementary	10/22/2026	Ken Harvest
9060523 - Build a motor mount bracket for the cooling tower water pump	Twin Lakes Elementary	10/12/2026	Tom Dodson
9060523 - Build a motor mount bracket for the cooling tower water pump	Twin Lakes Elementary	10/12/2026	Mike Ferriola
9841394 - Dirt to fill in fence holes	Twin Lakes Elementary	10/8/2026	Adam Wilson
9975406 - Install banner	Twin Lakes Elementary	10/30/2026	Shanna Howell
9901154 - Milk Cooler Freezing	Twin Lakes Elementary	10/15/2026	Ken Harvest
9467745 - Lightswitch	Twin Lakes Elementary	10/28/2026	Shane St. Mark
9869192 - On/Off instead of motion sensor	Twin Lakes Elementary	10/6/2026	Shane St. Mark

9869192 - On/Off instead of motion sensor	Twin Lakes Elementary	10/6/2026	Jon Graf
9869196 - Move on/Off switch	Twin Lakes Elementary	10/7/2026	Jon Graf
9869196 - Move on/Off switch	Twin Lakes Elementary	10/7/2026	Shane St. Mark
9320539 - Turn light switch into regular switch	Twin Lakes Elementary	10/28/2026	Shane St. Mark
9885949 - Cool Air Blowing	Twin Lakes Elementary	10/9/2026	Jon Graf
9879946 - Heating Sensor Not Kicking On	Twin Lakes Elementary	10/7/2026	Not Set
9878429 - Door sometimes struggles to unlock	Twin Lakes Elementary	10/8/2026	Jon Graf