



THREE RIVERS SCHOOL DISTRICT

Maintenance Department

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October 8, 2012

To: Dan Huber-Kantola, Superintendent
Board of Directors

Re: October Maintenance Dept. Board Report

Maintenance:

In the month of September, our maintenance crew received 270 work orders, completing 186 for a completion rate of 66.67%. This time of the year, all staff and students are here, so the work load has shifted towards taking care of many more issues that affect the teaching environment. Some examples of those items are heating and air issues, toilets staying running, drinking fountains not working, walk in coolers not keeping food down to proper temps, toilets clogged, dishwashers not keeping sanitation temps with either wash or rinse. No hot water in kitchen sinks, etc. On top of those types of items, we had the walk in cooler at the foods warehouse go down due to age. Our HVAC crew had to replace that system to alleviate down time.

The other major subject of work orders are all the 'smart' boards that have needed to be installed in many classrooms in many schools, and we got several more work orders last week to install more that we didn't know about until Friday. Then there are the electrical issues that come along with the new technology, which then brings an increase in electrical devices which in turn causes more provision for power receptacles for easy access without extension cords. We do our best to get these educational upgrades addressed as soon as possible for the teaching staff.

The above are just samples of the daily work orders that come in.

Grounds:

We still have a temporary person helping out in our grounds area. We have scheduled interviews for that position on the 10th, to facilitate the School Board approving our new hire on the 15th.

Annual Fire Inspections:

During the month of September, we started our annual fire inspections with our State Fire Marshall. We have completed 7 schools thus far, and have come out with good reports. On that note, I would like to complement our custodial staff for the great job of watching over those things that can cause us to be out of compliance. Because of their dedicated work, we have 3 of those 7 schools—Lincoln Savage, Williams, and Jerome Prairie—that came thru with a fire inspection with no hazards that were noted on their reports.

All custodians are our eyes and ears of what is happening within our schools, as they are in our classrooms on a regular basis and can watch for potential problems and head them off before they create a hazard.

Annual Water Testing:

This time of year, we also have our annual water testing for lead and copper in all our schools. This is a process of pulling water samples from multiple areas within each school building during the early morning hours before school starts. All schools tested succeeded in passing water standards.

Vehicle Maintenance:

Multiple repairs on a daily basis have been done on equipment, including preventive maintenance of the fleet vehicles.

I would like to compliment all Three Rivers Staff for their continual understanding on how our work load increases at this time of the year, and their understanding the importance of being patient while we solve some of those issues as they do arise.

If you have any questions or concerns, please do not hesitate to call or contact me at any time.

Sincerely,
Robert Horban
Maintenance Supervisor
541.476.6304