

## January 01, 2013

Tuesday

8:30 AM - 9:30 AM

meeting with Marti -- FC

## January 02, 2013

Wednesday

6:00 AM - 10:00 AM

stage curtains -- HS

sprayed fire retardent on black curtains

12:00 PM - 1:00 PM

outside doors by room 8 -- HS

repaired door to close

## January 03, 2013

Thursday

6:00 AM - 8:00 AM

floor tile -- HS

replaced loose tile in nw corner

8:00 AM - 9:00 AM

locker repairs -- HS

locker 25 shelving

9:00 AM - 9:30 AM

carpet strip -- Winema

9:30 AM - 11:00 AM

Titan adcy. repairs

light cover& wall plwood on wall in calming room

12:00 PM - 2:30 PM

Light ballasts -- HS gym

replaced six ballasts upstairs

2:30 PM - 4:30 PM

outside clean up -- HS

trash pick up and trash cans

## January 04, 2013

Friday

6:00 AM - 8:00 AM

ceiling tile -- FC

checked all areas and replaced all open broken ceiling tile

8:30 AM - 10:30 AM

ballasts finish -- FC

replaced in girls restrooms 4

12:00 PM - 2:00 PM

door closure -- FC chap. gym

made bracket rehung closure

## January 07, 2013

Monday

- All Day**                      **board report**
- All Day**                      **fire drill**  
run fire drill during month and record
- All Day**                      **play ground safety check**  
fill out fourm after check done
- 12:30 PM - 2:30 PM**                      **gate locks -- fc**  
had locks made and installed on gates

## January 08, 2013

Tuesday

- 7:00 AM - 8:00 AM**                      **lockset -- Chap gym**  
  
lockset on girls locker room
- 8:30 AM - 9:30 AM**                      **meeting with Marti -- FC**
- 9:30 AM - 11:00 AM**                      **AJ meeting**  
Went over req. on fencing FC / HS, pot feeder bills with em.

## January 09, 2013

Wednesday

- 9:00 AM - 10:00 AM**                      **card access meeting**
- 12:00 PM - 1:00 PM**                      **locks gym -- HS**  
installed three rim cyl.

## January 10, 2013

Thursday

- 7:00 AM - 10:00 AM**                      **Meeting Dean -- HS**  
looked into moving rooms around to get all classes inside.
- 1:30 PM - 3:00 PM**                      **county emerg. meeting -- Mac police station**

## January 11, 2013

Friday

- All Day** kitchen boiler FCS  
clean screen
- 6:00 AM - 7:00 AM** two hr. delay  
Ice melter down in slick spots
- 8:30 AM - 2:00 PM** calls locks, cameras, buzzers -- district  
started calls on pricing lock sets for classrooms, buzz in for front doors and cameras live feed for front doors.

## January 14, 2013

Monday

- 7:30 AM - 8:30 AM** car flat tire -- FC  
sunroof studded tire flat again sent in had new tires put on
- 9:00 AM - 10:00 AM** mini bus repairs -- HS  
mirrors on that needed changed out
- 1:00 PM - 2:00 PM** phone not working rm 205 -- FC  
changed where it was plug in at wall jack not right one
- 2:00 PM - 3:00 PM** Chap. heat -- FC  
checked heating adjusted and put cover on in music room

## January 15, 2013

Tuesday

- 8:00 AM - 9:00 AM** HS fencing start -- hs  
pull old poles and reset concrete in move fabric and hardware to site along tracks
- 8:30 AM - 9:30 AM** meeting with Marti -- FC
- 10:30 AM - 12:00 PM** safety meeting -- DO  
meeting on newsletter drills and how to secure building better
- 12:00 PM - 4:00 PM** point monitor software -- HS  
will install software on server and train on programming cards

## January 16, 2013

Wednesday

- 6:30 AM - 7:30 AM** bus repair -- HS  
tail pipe came off bus, re-attached

## January 16, 2013 Continued

Wednesday

8:00 AM - 9:00 AM

**lunch computer -- HS**

Dean and i talked about needing to move computer and power for it.

Will install wiremold and network cable.

9:00 AM - 10:30 AM

**access cards -- HS**

Met with Dean on programing cards who times and days took info to Jim and he started programing cards

6:00 PM - 8:00 PM

**Private Appointment**

## January 17, 2013

Thursday

6:00 AM - 8:00 AM

**power cafeteria -- HS**

installed wiremold next to kitchen door and extended network cable.

## January 21, 2013

Monday

8:00 AM - 12:00 PM

**heating rm 8 -- HS**

heater leak repaired and replaced tile that lifted

1:00 PM - 3:00 PM

**ceiling in hall -- HS**

removed ceiling tile and sheetrock that got wet and replaced

## January 22, 2013

Tuesday

8:30 AM - 9:30 AM

**meeting with Marti -- FC**

9:30 AM - 1:30 PM

**Organize time**

making calls on bids changing parts of bids. signing off on bills, repair calls, lockset calls. cleaning shops

## January 23, 2013

Wednesday

8:30 AM - 2:30 PM

**Fencing -- FCS**

installed faberic and gate

## January 23, 2013 Continued

Wednesday

9:30 AM - 4:30 PM

Gate deadbolt -- FCS

called and picked up deadbolt at A&E rekeyed to FCS entry doors and installed

## January 24, 2013

Thursday

9:30 AM - 3:30 PM

meeting WESD

Went over list for Projects and showing around getting information

## January 29, 2013

Tuesday

8:00 AM - 3:00 PM

confined spaces class -- fire dept.

8:30 AM - 9:30 AM

meeting with Marti -- FC

## January 30, 2013

Wednesday

9:00 AM - 2:00 PM

lock sets

getting in bids and calls on keys how and where to get

4:00 PM - 8:00 PM

p/t conferance -- HS

survey and on up coming bond walk through if needed with parents

## January 31, 2013

Thursday

7:00 AM - 8:00 AM

locks on gym -- HS

finished changing out locks and handing out cards to coaches

9:30 AM - 11:00 AM

innovative security

met with Ralph on cameras and buzz in for front doors HS and F/C

1:00 PM - 8:00 PM

p/t conferance

2:30 PM - 6:00 PM

gun threat -- HS

**February 01, 2013**

Friday

All Day

security

doors closing, gates, locksets