

Memo

To: Board of Education
From: David Nardone
CC: Dr. Conway
Date: 8/15/2017
Re: Property Update

The following has been completed in all our school buildings:

- Fire alarm system testing
- Kitchen hood system cleaning
- Fire sprinkler system testing
- HVAC system maintenance
- Emergency lighting system testing
- Summer cleaning is almost completed
- Irving and DMS classroom painting is are complete

Window installation:

- DHS completed on 8/11/17
- Bradley in process; ~80% complete as of 8/14/17

Irving Learning Center – 100% complete

Respectfully submitted by,

David M. Nardone, Facilities Manager