

## Summer Projects, Personnel Needs, and Temporary Employees

**Background:**

The staff has been compiling lists of cleaning, maintenance, and improvement ideas for summer projects. Highlights appear below:

<input type="checkbox"/> Replace carpet in approximately eight classrooms.	\$20,000
<input type="checkbox"/> Fix broken football field lights.	\$5,000
<input type="checkbox"/> Replace pea gravel near track with sod.	\$1,000
<input type="checkbox"/> Bury the football field water sprinkler hook-up.	\$2,000
<input type="checkbox"/> Install lights above the welding booths on the wire welder side.	\$3,000
<input type="checkbox"/> Check for roof leaks and seal potential holes.	\$10,000
<input type="checkbox"/> Carpet cleaning in all classrooms	\$5,000
<input type="checkbox"/> Rain gutter attached to the greenhouse.	\$500
<input type="checkbox"/> Replace all stained ceiling tiles.	\$500
<input type="checkbox"/> Cultivate sod on playground and football practice field.	\$5,000
<input type="checkbox"/> Refinish the two gymnasium floors.	\$10,000
<input type="checkbox"/> Repainting the lines in the parking lot.	\$1,000
<input type="checkbox"/> Repainting classrooms according to the master schedule.	\$2,000
<input type="checkbox"/> Grind and polish the terrazzo in the new addition.	\$2,000
<input type="checkbox"/> Replace the lighting in the weight room.	\$3,000
<input type="checkbox"/> Student desks need to undergo routine cleaning and repair.	
<input type="checkbox"/> Lockers cleaned out, mechanisms oiled, and graffiti removed.	
<input type="checkbox"/> Miscellaneous small and routine cleaning, maintenance, wiring, and plumbing projects.	\$10,000

**TOTAL COST** **\$80,000**

**Recommended Action:**

I recommend the board move to approve the budget for the summer work listed above.

## Temporary Summer Help

**Background:**

Last summer we hired a total of seven temporary summer helpers: two for cleaning, two for painting and repairs, and one to help supervise and coordinate the various projects. We also had two people to help clean, recondition, and load software on our laptops and tablets.

I advise we need a similar number of temporary employees this coming summer as well.

**My Requests to the Board are as Follows:**

Work Assignment	Hourly Wage	Total Hours*	Total Wages
• Cleaning (2)	\$10.00	2 x 320 = 640	\$6,400
• Painting, Vehicles (2)	\$10.00	2 x 320 = 640	\$6,400
• Repairs and Supervis. (1)	\$15.00	320	\$4,800
• Computer Mainten (2)	\$10.00	2 x 160 = 320	\$3,200
TOTAL			\$20,800

\*Calculating for forty-hour weeks for eight weeks (June 12 through August 11) for summer help.

**Recommended Action:**

I recommend the board move to approve the budget for temporary summer employees.