

**December 03, 2012**

Monday

All Day board report --

All Day fire drill  
run fire drill during month and record

All Day play ground safety check  
fill out form after check done

**December 06, 2012**

Thursday

9:00 AM - 10:00 AM Facilities handbook -- DO

**December 07, 2012**

Friday

All Day gym screen -- FC

**December 11, 2012**

Tuesday

6:30 AM - 2:30 PM class insect ID -- salem

**December 12, 2012**

Wednesday

6:00 PM - 8:00 PM Private Appointment

**December 14, 2012**

Friday

All Day kitchen boiler FCS  
clean screen

**December 17, 2012**

Monday

All Day air filters  
  
check and replace filters and belts where needed

**December 17, 2012 Continued**

Monday

6:30 AM - 7:30 AM

move risers to FC  
m

8:00 AM - 9:00 AM

HVAC -- FC  
check unit one and see about differnt size pully need more air in that section

9:00 AM - 10:00 AM

fire bottles -- district  
Ron will be bringing new bottles and have him check ones in office for good ones. put ones up where needed. need spares in all shops.  
van, stadium,

**December 18, 2012**

Tuesday

8:30 AM - 9:30 AM

meeting with Marti -- FC  
  
stage painting. outside benches,

12:00 PM - 3:30 PM

Concert set up

**December 19, 2012**

Wednesday

6:30 AM - 12:00 AM

finish stage -- FC

**December 20, 2012**

Thursday

All Day

finish stage -- FC

Please See Above

**December 21, 2012**

Friday

12:00 AM - 7:30 AM

finish stage -- FC

Please See Above

**December 25, 2012**

Tuesday

8:30 AM - 9:30 AM

meeting with Marti -- FC

## December 26, 2012

Wednesday

All Day	stuck electric -- district install/move exit lights (fire marshal) where needed. replace broken frog eyes. repair light sockets attic HS.
6:30 AM - 12:00 AM	Gym floor -- FC Guys will be in to do logo and floor will need key
7:00 AM - 12:00 AM	trim upstairs -- FC prime and paint
8:00 AM - 12:00 AM	Labling -- district lable all areas with lable maker make list need wide lable and narrow lablers
8:00 AM - 10:30 AM	point monitor -- District met with on buzz in system and cameras, speakers in gym and locker rms started installing card access

## December 27, 2012

Thursday

All Day	Gym floor -- FC	Please See Above
12:00 AM - 8:00 AM	trim upstairs -- FC	Please See Above
All Day	Labling -- district	Please See Above
9:00 AM - 12:00 AM	Stage curtians -- HS vacuum and spray fire retardent on back and side curtians	
9:00 AM - 9:30 AM	flush valve -- FC room 108 replace diaphram	
9:30 AM - 10:30 AM	toilet -- FC toilet not flushing pulled off floor pencil stuck inside	
1:00 PM - 2:00 PM	filters -- FC	

**December 28, 2012**

Friday

All Day	Gym floor -- FC	Please See Above
12:00 AM - 9:00 AM	Labling -- district	Please See Above
12:00 AM - 10:00 AM	Stage curtians -- HS	Please See Above

**December 29, 2012**

Saturday

All Day	Gym floor -- FC	Please See Above
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**December 30, 2012**

Sunday

All Day	Gym floor -- FC	Please See Above
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**December 31, 2012**

Monday

12:00 AM - 7:30 AM	Gym floor -- FC	Please See Above
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**January 01, 2013**

Tuesday

8:30 AM - 9:30 AM	meeting with Marti -- FC
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**January 02, 2013**

Wednesday

6:00 AM - 10:00 AM	stage curtians -- HS sprayed fire retardent on black curtians
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

## January 03, 2013 Continued

Thursday

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