



Medford School District #763

Custodial/Maintenance Report
December 2023

Personnel Information

We are currently fully staffed

Training Conducted

The OSHA required safety training was completed

Inspections

- Completed monthly fire extinguisher, playground inspections.
- Conducted audits for custodians
- Completed emergency wall packs
- Completed necessary Preventative Maintenance items

Progress on Projects

- Great start to winter
- Good list of projects for winter break
- Transitioning into winter, inside and outside the building

Comments:

We have had a great month in the maintenance department! We also had a very successful mock OSHA inspection with minimal items to address. We are also gearing up for Christmas break for some bigger maintenance projects with limited numbers in the building.

Respectfully Submitted,

AJ Krogh
Facilities Manager